Bar Hill Community Association (BHCA)
NOTICE OF MEETING

Location: Sports and Social Club.
Title: Scheduled Monthly Meeting
Time: Tuesday, 14th February 2023 at 8pm

AGENDA

Reference Documents	
REF01	Minutes of the meeting held on 10th January 2023.pdf
REF02	Insurance renewal documents - 09th February 2023.zip (to follow)
REF03	Year-end draft accounts

Information Only Items	
IOI01	Amazon announces closure of Amazon Smile.pdf
IOI02	Safeguarding Children Policy & Procedure (2.1 Approved).pdf

Main Agenda Items		
01	Apologies for absence - Hilary Whipp (HW, Treasurer), Kate Bennett (KB), Anthony Mitchell (AM), Richard Hayden (RiH) Present: BHCA Trustees: Andy Pellew (AP, Chair), Laura Chapman (LC, Vice Chair), Bunty Waters (BW), Barry Neal (BN), Jo Hall (JH), Jenni Foster-Smith (JFS) BHRA: Karen Hayden (KH)	(oral)
02	Minutes of meeting on 10th January 2023 Item 14 - Agreed re-allocation of Budget. Just to confirm the totals as discussed were £3k for Christmas, £3k for Féte & Festival, £4k for BHN, and £500 for Warm Hub.	REF01
03	Declarations of interests	(oral)
04	Announcements/ Update from the Chair	(oral)
05	Financial Update Closure of Amazon Smile (For information only IOI01)	REF03

10	Google Migration Update I've created accounts for BW, JFS, and HW. Email from old accounts is not being forwarded (yet!) to the new accounts. I've migrated my email - so I now have a single email address. You will keep two accounts with the other account being for access to Microsoft Office Applications (until such time as it's no logner needed).	(oral)
11	Insurance renewal. KB has negotiated this as it's required for the fete. Trustees need to approve the insurance, and authorise the payment (£235.69), and identify a budget (General?) to fund it.	REF02
12	Migration of existing policy documents from Microsoft Word format into Google Docs format. PROPOSAL: We approve the migration of documents into Google Docs format incrementing the document versions by 1 (i.e. 1.0 to 2.0) and automatically approving the new release (assuming no material changes are made to the policy).	(oral)
13	Committee Updates: - Bar Hill News - Christmas Event - Féte & Festival - Parks & Recreation - Roger Hall/ Clock Unveiling - Warm Hub	(oral)
14	Annual General Meeting The financial year for the charity ended on the 31st December 2022. We have 18 months in which to make our first financial report to the Charity Commission (before our accounts will start to show as "out of date"). At the moment we have no-one available who can review our accounts, although HW is currently looking at a couple of possibilities. PROPOSAL: We book the AGM to be before the 9th May meeting at 7pm.	(oral)

97	Any other business (AoB) including agenda items for future meetings	(oral)
98	Date of Next Meeting PROPOSED 14th March 2023 @ 20:00	(oral)
99	Thanks & Close	(oral)

Dated: **14th February 2023**	Dated: **14th February 2023**

Jenni Foster-Smith (Secretary)	Andy Pellew (Chair)